GRANVILLE EXEMPTED VILLAGE SCHOOL DISTRICT
RECORDS COMMISSION
JANUARY 9, 2017
6:15 P.M.

Agenda

Record Commission

The role of the School District records commission is to provide rules for retention and disposal of records of the district and to review applications for one-time disposal of obsolete records and schedules of records retention and disposition submitted by (ORC 149.41)

Review of current Record Retention policy and Retention Schedule
Adoption of amendments to the record retention schedule

Moved By _______________, Seconded by _______________

Vote: Dr. Cornman____ Mr. Brown____ Mr. Sobul ___

Records Disposal

1. Application for One-Time Disposal of Obsolete Records (RC-1) -NONE
2. Certificate of Records Disposal (RC-3) – Per Schedule of Records Retention

Moved By _______________, Seconded by _______________

Vote: Dr. Cornman ___ Mr. Brown ___ Mr. Sobul ___

Records Storage

Recommend approval for storage of permanent and long term (greater than 3 years) electronically, where feasible, or offsite at Fireproof Storage facility. Note: records available for retrieval within 24 hours.

Moved by______________, Seconded by _______________

Vote: Dr. Cornman ___ Mr. Brown ___ Mr. Sobul ___
Commission members:
Jennifer Cornman, Board President
Jeff Brown, Superintendent
Mike Sobul, Treasurer
Call to Order (President Pro Tempore)

Pledge of Allegiance

Roll Call

Dr. Cornman___Ms. Deeds ___Mr. Ginise ___Mr. Miller ___ Mr. Kohn___

Election of Board President for 2017 - Any member of the Board may be nominated for President; a second is not necessary. On election, the new President will chair the Board meeting.

Nomination _______________ __Motion

Dr. Cornman___Ms. Deeds ___Mr. Ginise ___Mr. Miller ___ Mr. Kohn___

Nominations for Board President closed.

Election:

Moved to approve _______________ as President for 2017.

Dr. Cornman___Ms. Deeds ___Mr. Ginise ___Mr. Miller ___ Mr. Kohn___

_______________ is elected President of the Granville Board of Education for 2017.

NEWLY ELECTED PRESIDENT PRESIDING

Election of Board Vice-President for 2017 - Any member of the Board may be nominated for Vice President, a second is not necessary.

Nomination _______________ __Motion

Dr. Cornman___Ms. Deeds ___Mr. Ginise ___Mr. Miller ___ Mr. Kohn___

Nominations for Board Vice President closed.

Election:

Moved to approve _______________ as Vice President for 2017.
Dr. Cornman __ Ms. Deeds __ Mr. Ginise __ Mr. Miller __ Mr. Kohn __

__________ is elected Vice President of the Granville Board of Education for 2017.

6. Approval of Board Policies and Regulations Currently in Effect

    Motion:    Adopt the Granville Exempted Village School District policies and regulations currently in effect at the end of 2016 for 2017 until they are modified by Board action.

Dr. Cornman __ Ms. Deeds __ Mr. Ginise __ Mr. Miller __ Mr. Kohn __

7. Adoption of Agenda and Meeting Notification Procedures

    Motion:    Adopt the Agenda and Meeting Notification Procedure as Presented:

NOTIFICATION OF BOARD MEETINGS

Due notice of all official Board meetings will be given to the press, the public, and all Board members.

Organizational Meeting – A notice of the organizational meeting, including any special or regular meeting following the organizational meeting, will be given in the same manner as notice for regular and special meetings of the Board.

Regular Meetings - A notice of the time and place of the regularly scheduled meetings, or of any change in time or place thereof, will be given to the media and those requesting advance personal notice at least 48 hours prior to the meeting.

Special Meetings - A special meeting may be called by the president or treasurer or by any two members of the Board by serving written notice of the time and place of the meeting upon each Board member at least two days before the meeting date. The notice must be signed by the officers and members calling the meeting.

The Board will not hold a special meeting unless it gives at least 24 hours of notice to the news media who have requested notification, except that, in the event of an emergency, the member or members calling the meeting will notify the media that have requested notification immediately of the time, place, and purpose of the meeting.

Personal Notice of Meetings - Any person who wishes to receive personal notice of any change in time or place of a regular meeting, or of any regular or special meeting of the Board at which any specific type of business is to be discussed, may receive the advance notice by requesting the treasurer to put their name on a mailing list.

Dr. Cornman __ Ms. Deeds __ Mr. Ginise __ Mr. Miller __ Mr. Kohn __
8. **Board Member/Designee Assignments**

<table>
<thead>
<tr>
<th>Organization / Role</th>
<th>2016 Assignments</th>
<th>2017 Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Granville Recreation District</td>
<td>Brian Goss</td>
<td>Brian Goss</td>
</tr>
<tr>
<td>C-TEC</td>
<td>Jennifer Cornman</td>
<td>Jennifer Cornman</td>
</tr>
<tr>
<td>Granville Education Foundation</td>
<td>Thomas Miller</td>
<td>Thomas Miller</td>
</tr>
<tr>
<td>Granville Foundation</td>
<td>Alan Minton</td>
<td>Alan Minton (vacant)</td>
</tr>
<tr>
<td>Licking County Tax Incentive Review Committee</td>
<td>Mike Sobul</td>
<td>Mike Sobul</td>
</tr>
<tr>
<td>Newark-Granville Community Authority</td>
<td>Mike Sobul</td>
<td>Mike Sobul</td>
</tr>
<tr>
<td>Granville Village Planning Commission</td>
<td>Tim Klingler</td>
<td>Vacant</td>
</tr>
<tr>
<td>Granville Chamber of Commerce</td>
<td>Jeff Brown</td>
<td>Jeff Brown</td>
</tr>
<tr>
<td></td>
<td>Mike Sobul</td>
<td>Mike Sobul</td>
</tr>
<tr>
<td>Regional Advisory Council</td>
<td>Jeff Brown</td>
<td>Jeff Brown</td>
</tr>
<tr>
<td>Legislative Liaison</td>
<td>Jennifer Cornman</td>
<td>Jennifer Cornman</td>
</tr>
</tbody>
</table>

9. **Superintendent’s Committee Assignments**

<table>
<thead>
<tr>
<th>Benchmark Number</th>
<th>Committee Name</th>
<th>2017 Assignments</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Whole Child Committee</td>
<td>Jennifer Cornman</td>
</tr>
<tr>
<td>2</td>
<td>World Class Education Committee</td>
<td>Thomas Miller</td>
</tr>
<tr>
<td>3</td>
<td>Operations and Resources Committee</td>
<td>Russ Ginise</td>
</tr>
<tr>
<td>4</td>
<td>Finance Committee</td>
<td>Thomas Miller, Russ Ginise</td>
</tr>
<tr>
<td>5</td>
<td>Community Committee</td>
<td>Andrew Kohn</td>
</tr>
</tbody>
</table>

Dr. Cornman__Ms. Deeds __Mr. Ginise __Mr. Miller__ Mr. Kohn__

10. **Board Member Compensation**

For all **new terms** commencing after January 11, 2016, members of the
Board of Education shall be compensated at the rate of $50.00 per meeting.

Reference O.R.C. 3313.12, and Article II, Section 20 of the Ohio Constitution prohibits any increase or decrease in compensation of a public officer during his existing term of office.

Dr. Cornman___Ms. Deeds ___Mr. Ginise ___Mr. Miller___ Mr. Kohn___

11. Resolution to Create Service Fund

WHEREAS, such sums of money to be known as the service fund and to be used in paying the expenses of members of the Board and their official representatives, when said expenses are actually incurred in the performance of their duties inside of the school district.

NOW WHEREAS, be it resolved, that the Board of Education does hereby appropriate for the purpose of said service fund this amount of $3,000.00.

Dr. Cornman___Ms. Deeds ___Mr. Ginise ___Mr. Miller___ Mr. Kohn___

12. Resolution to Establish Board Meeting Times, Dates, and Locations

BE IT RESOLVED that the Board of Education sets the meeting dates for regular Board meetings and scheduled special meetings as needed. All regular meetings will begin at 6:30 p.m. in the district office. The regular meeting dates may be changed when needed by the Board.

Proposed Meeting Schedule for Regular Meetings

<table>
<thead>
<tr>
<th>DATE</th>
<th>Meeting/Work Session</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, January 09, 2017</td>
<td><em>Organizational Meeting</em></td>
</tr>
<tr>
<td>Monday, February 13, 2017</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, March 20, 2017</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, April 24, 2017</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, May 22, 2017</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, June 19, 2017 (FY Year End)</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>July, 2016</td>
<td><em>(To Be Determined)</em></td>
</tr>
<tr>
<td>Monday, August 14, 2017</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, September 18, 2017</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, October 16, 2017</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, November 13, 2017</td>
<td>Regular Meeting</td>
</tr>
<tr>
<td>Monday, December 18, 2017</td>
<td>Regular Meeting</td>
</tr>
</tbody>
</table>

Dr. Cornman___Ms. Deeds ___Mr. Ginise ___Mr. Miller___ Mr. Kohn___

13. Standing Authorizations for the Calendar Year

Moved by __________, and seconded by __________, that the Board empower the following employees to act on its behalf:
13a. Authorize the Superintendent to Hire Staff Between Board Meetings

The Superintendent is authorized, during periods when this Board is not in session, to make offers of employment directly to candidates for either teaching or nonteaching positions on behalf of this Board, and to acknowledge acceptance of such offers on behalf of this Board, subject to a subsequent vote of ratification by this Board; provided however, that upon ratification by this Board, the employment shall be deemed effective as of the date and time of the employee's acceptance of the Superintendent's offer.

Nothing in this resolution shall require the Board of Education to employ or continue to employ an individual who has not provided a criminal records check satisfactory to the Board or who has not satisfied any other prerequisite to employment created by law or Board policy. The authorization provided by this resolution shall [remain in effect until withdrawn by formal action of this Board] [commence on January 09, 2017 and remain in effect through January 2018].

13b. Authorize the Superintendent to Accept Resignations

The Superintendent is authorized, on behalf of this Board, to accept resignations which have been submitted by employees during times when this Board is not in session, subject to ratification by this Board; provided however, that upon ratification by this Board, such resignations shall be deemed effective as of the date and time of the Superintendent's acceptance.

The authorization provided by this resolution shall [remain in effect until withdrawn by formal action of this Board] [commence on January 09, 2017 and remain in effect through January 2018].

13c. Authorize the Treasurer to Pay Bills and Payroll

Authorizes the Treasurer to pay all bills and payroll liabilities within the limits of the appropriation resolution as bills are received and when merchandise has been received in good condition.

13d. Authorize Memberships for 2017

Authorizes renewal of the following memberships in the following organizations for the 2017 calendar year:

- Metropolitan Educational Technology Association

13e. Authorize Investment of Funds

The Treasurer is authorized to invest in accordance with the current district investment policy interim funds and tax collection advances as they become available for the purpose of realizing interest income for the school district.
13f. Authorization to Request Tax Advance

The Treasurer is authorized to request advances from the County Auditor on Real Estate and Personal Property Tax revenue for a period of one year for the calendar year of 2017.

13g. Designate the Superintendent as Purchasing Agent

The Superintendent is designated the purchasing agent for all purchases made by the Board of Education up to the limit prescribed by law.

13h. Authorize Participation in State and Federal Projects or Programs

Authorizes the Superintendent and/or the Director of Curriculum and Instruction as the Board's official representative for submitting all county, state and federal projects or programs. Authorization for the Superintendent, without further action by the Board, to apply on behalf of said district to participate in any federal and state projects or programs for which approval by said Board is required. Authorizes the Treasurer to pay stipends in the amount specified when authorized by grant applications.

13i. Waive Reading Board Minutes

Authorization to waive the Treasurer reading the Board minutes of prior meetings at the Board of Education regular meeting and special meetings.

13j. Authorize Superintendent To Approve Field Trips

The Superintendent is authorized to approve field trips as needed. Board members will be informed of approved field trips in a timely manner.

13k. Authorize Expenditure of Meeting and Other Incidental Expenses

The Board authorizes the Superintendent to expend public funds for coffee, meals, refreshments and other amenities (i.e., flowers, awards) within the appropriate budgets in compliance with Auditor of State Bulletin 2004-002.

13l. Acceptance of Responsibility for Concession Stand Operations

Authorize the Superintendent to send the required annual letter to the Licking County Health Department accepting responsibility for the concession operations for the Granville Exempted Village School District.

Dr. Cornman__Ms. Deeds ___Mr. Ginise ___Mr. Miller__ Mr. Kohn_

14. Adjournment

Motion: To adjourn the Organizational Meeting.

Dr. Cornman__Ms. Deeds ___Mr. Ginise ___Mr. Miller__ Mr. Kohn__
GRANVILLE EXEMPTED VILLAGE SCHOOL DISTRICT
BOARD OF EDUCATION
January 09, 2017
6:30 pm

AGENDA

1. Call to Order

2. Pledge of Allegiance

3. President’s Welcome

4. Roll Call
   Dr. Cornman ___ Ms. Deeds ___ Mr. Ginise ___ Mr. Miller ___ Mr. Kohn ___

5. School Board Recognition Month
   The Ohio School Boards Association is celebrating School Board Recognition Month during January to build awareness and understanding of the vital role that an elected board of education plays in our society. The Granville Board of Education, like school boards across our state and country, provides critical leadership to our students, staff and community.

   Our school board sets the direction for our public schools by envisioning the community’s educational future. It sets policies and procedures to govern all aspects of school district operation. The school board keeps attention focused on progress toward the school district’s goals and maintains two-way communication with all segments of the community.

   On behalf of the students and staff of the Granville Exempted Village Schools, we wish to thank each Board Member for your service and commitment to our schools.


6. Staff Report
   • Mission Presentation – Jeff Brown
   • Newark Granville Community Authority – Mike Sobul

7. Public Comments

   This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District’s business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in the agenda.

   See Board Policy No. 0169.1 – Public Participation at Board Meetings.
8. Action Agenda

8.01 Approval of Mission Statement

Recommended by Superintendent:

Motion: Approval of the new Mission Statement.

Dr. Cornman_____Mr. Ginise _____Ms. Deeds _____Mr. Miller_____ Mr. Kohn_____

8.02 New Supplemental: Assistant Musical Director and Choreographer

Recommended by Superintendent:

Motion: Approval of the new Assistant Musical Director and Choreographer supplemental at Group 7 effective immediately for the 2016-2017 school year.

Dr. Cornman_____Mr. Ginise _____Ms. Deeds _____Mr. Miller_____ Mr. Kohn_____

8.03 Resolution to Withdraw from Memorandum of Understanding (MOU)

Recommended by Superintendent:

Motion: Approval of the resolution for the Granville Exempted Village School District to withdraw from the Memorandum of Understanding between the Career and Technology Centers of Licking County (C-TEC) and its Associate School Districts.

Dr. Cornman_____Mr. Ginise _____Ms. Deeds _____Mr. Miller_____ Mr. Kohn_____

8.04 Re-Appointment of C-Tec Representative

Recommended by Superintendent:

Motion: Approval of Dr. Jennifer Cornman to serve as the C-TEC representative for a three-year term of office to commence January 9, 2017 and to expire December 31, 2019.

Dr. Cornman_____Mr. Ginise _____Ms. Deeds _____Mr. Miller_____ Mr. Kohn_____

9. Consent Agenda

9.01 Approval of Routine Business by Consent

The Superintendent recommends the acceptance of the following consent items.

A. Adoption of Minutes:
Adopt the minutes of the Regular Meeting of the Board of Education held on Monday, December 19, 2016. (Attachment)

B. Donations/Gifts:

- A donation of a cello valued at $1250 for the music department of Granville Schools from Jerry and Marilyn Mazik.

C. Employment:

1. Leaves of Absence

   Superintendent recommends approval of the following leaves of absence:

   - Mary Ann Glick, Bus Driver, unpaid leave of absence, January 4-6, 2017.

2. Substitute Teachers/Aide/Secretary Contracts for the 2016-2017 School Year.

   Superintendent recommends employment of the following substitute contract(s) pending verification of all licensure requirements and BCII/FBI criminal records checks.

   - Tami McGuinnis

3. Classified Staff for the 2016-2017 School Year

   Superintendent recommends employment of the following classified staff contract(s) pending verification of all licensure requirements and BCII/FBI criminal records checks.

   - Tami McGuinnis, as an educational aide, a one year contract effective February 15, 2017 for the remainder of the 2016-2017 school year.

4. Resignations

   Superintendent recommends with appreciation of service, approval of the following resignation:

5. Supplemental Contracts for 2016-2017 School Year

Superintendent recommends employment of the following supplemental contract(s) pending verification of all licensure requirements, years of experience calculations, and BCII/FBI criminal record checks.

**Group 1**
Organic Garden and Land Lab Manager
Name
Jim Reding

**Group 3**
Name
Julie Hardesty
Rommey Stiteler

**Group 7**
Asst. Musical Director and Choreographer
Stefanie Stanton

**Group 8**
IS Music Performances (.33)
Vicky Capper

Dr. Cornman____Ms. Deeds ____Mr. Ginise ____Mr. Miller____ Mr. Kohn_____

End of Consent Agenda

10. Finances

10.01 Financial Statements

Recommended by Treasurer:

Motion: Approval of the December, 2016 financial report.

Dr. Cornman____Ms. Deeds ____Mr. Ginise ____Mr. Miller____ Mr. Kohn_____

10.02 Resolution Accepting Amounts and Rates

Recommended by Treasurer:

Motion: Approval of the resolution to accept the amounts and rates as determined by the budget commission and authorizing the necessary tax levies and certifying them to the county auditor.

Dr. Cornman____Ms. Deeds ____Mr. Ginise ____Mr. Miller____ Mr. Kohn_____

10
10.03 Resolution Approving Funds Transfer

Recommended by Treasurer:

Motion: Approval of the resolution to transfer funds from the operating fund to the permanent improvement fund for an amount up to $400,000 for purchasing of equipment for implementation of one-to-one technology and other capital needs.

Dr. Cornman_____ Ms. Deeds _____ Mr. Ginise _____ Mr. Miller_____ Mr. Kohn_____

11. Executive Session

Motion: To consider the employment of a public employee or official.

Dr. Cornman_____ Ms. Deeds _____ Mr. Ginise _____ Mr. Miller_____ Mr. Kohn_____

12. Adjournment

Motion: To adjourn.

Dr. Cornman_____ Ms. Deeds _____ Mr. Ginise _____ Mr. Miller_____ Mr. Kohn_____
Public Participation at Board Meetings

The Board of Education recognizes the value to school governance of public comment on educational issues and the importance of allowing members of the public to express themselves on school matters of community interest. In order to permit the fair and orderly expression of such comment, the Board shall provide a period for public participation at every regular meeting of the Board and shall publish rules to govern such participation in Board meetings. The presiding officer of each Board meeting at which public participation is permitted shall administer the rules of the Board for its conduct. The presiding officer shall be guided by the following rules:

A. Public participation shall be permitted as indicated on the agenda.
B. Anyone having a legitimate interest in the actions of the Board may participate during the public portion of a meeting.
C. Participants must be recognized by the presiding officer and will be requested to preface their comments by an announcement of their name, address, and group affiliation, if and when appropriate.
D. Each statement made by a participant shall be limited to approximately three (3) minutes duration.
E. All statements shall be directed to the presiding officer; no person may address or question Board members individually.
F. Tape or video recordings are permitted, providing the person operating the recorder has received approval from the Superintendent prior to the Board meeting and agrees to the placement of the equipment and to abide by the following conditions: 1) no obstructions are created between the Board and the audience; 2) no interviews are conducted in the meeting room while the Board is in session; 3) no commentary, adjustment of equipment, or positioning of operators is made that would distract either the Board or members of the audience while the Board is in session.
G. The presiding officer may 1) interrupt, warn, or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant; 2) request any individual to leave the meeting when that person does not observe reasonable decorum; 3) request the assistance of law enforcement officers in the removal of a disorderly person when that person's conduct interferes with the orderly progress of the meeting; 4) call for a recess or an adjournment to another time when the lack of public decorum so interferes with the orderly conduct of the meeting as to warrant such action.
H. The portion of the meeting during which the participation of the public is invited shall be limited to approximately thirty (30) minutes at the beginning of the meeting early in the agenda.

From Granville Exempted Village Schools ByLaws and Policies No. 0169.1
Monday, December 19, 2016

The Granville Exempted Village School District Board of Education met in regular session at the District Office on this date. The President of the Board Dr. Jennifer Cornman called the meeting to order at 6:29 p.m. Responding to roll call was: Dr. Jennifer Cornman, Ms. Amy Deeds, Mr. Russell Ginise, Mr. Thomas Miller, and Mr. Andrew Kohn. Also present was Jeff Brown, Superintendent, and Michael Sobul, Treasurer.

Pledge of Allegiance

President’s Welcome

Commendations

- **2016 Battelle for Kids Celebrate Teaching Distinguished Educator Award:** GHS AP American Government, Global Issues and U.S. History Teacher Jeremy Hopping is being recognized for this award.
- **2016 Soar Award for High Progress:** Gayle Burris, Principal of GIS and Teachers Jennifer McCollister, Alison Weate, Jeanna Giovannelli and Andrea Imhoff are accepting this award on behalf of Granville Intermediate Schools based on the 2016 Overall Value-Added Composite Index.
- **2016 Soar Award for District Significant Progress:** Ryan Bernath, Assistant Superintendent, is accepting this award on behalf of the Granville School District as it was recognized for making significant progress based on the 2016 Overall Value-Added Composite Index.

Student Reports

- Justin Thompson, GHS Student Body President
- Jim Reding, AP Environmental Class Presentation

Action Agenda

As recommended by the Superintendent

12.19.01 Adoption of Board Policies

Moved by Mr. Miller, seconded by Mr. Ginise for approval of the following Board Policies effective immediately:

- AC, Nondiscrimination
- ACA/ACAA, Nondiscrimination of the Basis of Sex/Sexual Harassment
- ACA-R/ACAA-R, Nondiscrimination on the Basis of Sex/Sexual Harassment Grievance Procedures
- ECAC, Campus Safety and Security Reports
- GBR, Family and Medical Leave
- GBR-R, Family and Medical Leave
- IIBH, District Websites
- JB, Equal Educational Opportunities
On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Mr. Kohn, aye. Motion carried.

12.19.02 Authorization for Testing Expenses

Moved by Mr. Miller, seconded by Mr. Kohn for authorization for ACT/Quality Core testing expenses not to exceed $30,000.

On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Mr. Kohn, aye. Motion carried.

12.19.03 Approval of New Supplemental: Organic Garden and Land Lab Manager

Moved by Ms. Deeds, seconded by Mr. Miller for approval of the new supplemental Organic Garden and Land Lab Manager at Group 1 effective immediately for the 2016-2017 school year.

On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Mr. Kohn, aye. Motion carried.

12.19.04 Approval of New Supplemental: Track Assistant Coaches

Moved by Ms. Deeds, seconded by Mr. Kohn for approval of two new Assistant Indoor Track supplemental at Group 5 effective immediately for the 2016-2017 school year.

On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Mr. Kohn, aye. Motion carried.

12.19.05 Approval of Job Description for Dean of Students

Moved by Mr. Ginise, seconded by Mr. Miller for approval of the new job description for the Dean of Students effective the 2017-2018 school year.

On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Mr. Kohn, aye. Motion carried.
12.19.06 Approval of Ohio School Board Association (OSBA) Membership

Moved by Ms. Deeds, seconded by Mr. Kohn for approval to join the Ohio School Board Association for the 2017 calendar year.

On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Mr. Kohn, aye. Motion carried.

12.19.07 Approval of OSBA Legal Assistance Fund Membership

Moved by Ms. Deeds, seconded by Mr. Ginise for approval of the Ohio Schools Board Association Legal Assistance Fund for the 2017 calendar year.

On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Mr. Kohn, aye. Motion carried.

Consent Agenda

12.19.08 Approval of Routine Business by Consent

Moved by Mr. Ginise, seconded by Ms. Deeds for approval of the following items as recommended by the Superintendent:

Adoption of Minutes: Adopt the minutes of the regular Board of Education meeting held November 21, 2016.

Donations:
- A donation of wood for the senior lounge at GHS valued at $1,035 from the Conway family.
- A donation of $250.00 from Francis and Jeanne Bolton for GMS Science Olympiad.
- A donation of $200.00 from Gibraltar for the GIS Archery program.
- A donation of $200.00 from Riok Equipment, LLC for the GIS Archery program.
- A donation of $200.00 from The Energy Cooperative for the GIS Archery program.
- A donation of $200.00 from Cherry Westgate Family Practice, Inc. for the GIS Archery program.
- A donation of $200.00 from Gregory Derosier for the GIS Archery program.
- A donation of a trumpet valued at $250 from Greg Estep for the music program.

Grants:
- Leaders for Learning grant from Licking County Foundation awarded to Jill Esh, GMS Math Teacher, in the amount of $349.95 for five exercise ball chairs.

Field Trips:
- GHS Competition Cheerleaders to travel to the National High School Cheerleading Championship in Orlando, Florida. They will leave February 9 and return February 13, 2017.
- GIS Fourth Grade Discovery students to travel to Pittsburgh, Pennsylvania. They will leave April 21, 2017 and return April 22, 2017.
• GIS Fifth Grade Discovery students to travel to Camp 4H Ohio. They will leave May 1, 2017 and return May 2, 2017.
• GHS Softball team to travel to the Ripken Experience, an out of state competition, in Myrtle Beach, SC. They will leave March 28, 2017 and return on April 1, 2017.
• GHS French foreign language students to travel to France. They will leave June 4, 2018 and return June 13, 2018.

Employment:

1. Substitute Teachers/Aide/Secretary Contracts for the 2016-2017 School Year
Superintendent recommends employment of the following substitute contract(s) pending verification of all licensure requirements and BCII/FBI criminal records check.
• Valerie Bishop, retroactive to December 13, 2016
• Carli Saliba, retroactive to December 13, 2016
• Tamatha Clark, retroactive to December 13, 2016

2. Resignations
Superintendent recommends with appreciation of service, approval of the following resignation:
• Megan Strucke, P/T (.30) GIS Orchestra Teacher, effective December 21, 2016.

3. Supplementals for the 2016-2017 School Year
Superintendent recommends employment of the following supplemental contracts pending verification of all licensure requirements and BCII/FBI criminal records check.

<table>
<thead>
<tr>
<th>Group 3</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>JV Cheerleading Advisor- Winter (.50)</td>
<td>Julie Hardesty</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Group 5</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Asst. Indoor Track</td>
<td>Dave Agosta</td>
</tr>
<tr>
<td>Asst. Indoor Track (.50)</td>
<td>Chrisi Rogerson</td>
</tr>
<tr>
<td>Asst. Indoor Track (.50)</td>
<td>George Brown</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Group 7</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>MathCounts (.50)</td>
<td>Joe Leithauser (retro to October 11, 2016)</td>
</tr>
</tbody>
</table>

4. Certified Staff for the 2016-2017 School Year
Superintendent recommends employment of the following certified staff contract(s) pending verification of all licensure requirements and BCII/FBI criminal records check.
• Vicky Capper, P/T (.30) GIS Orchestra Teacher, effective January 3, 2017 for the remainder of the 2016-2017 school year.

5. Home Instructors for the 2016-2017 School Year
Superintendent recommends employment of the following home instructor contract(s) pending verification of all licensure requirements and BCII/FBI criminal records check.
• Ryan Schwaiger
• MJ Burgess
Leaves of Absence
Superintendent recommends approval of the following leaves of absence:
• Jeffrey Knott, Bus Driver, unpaid leave of absence February 21, 2017.

On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Mr. Kohn, aye. Motion carried.

End of Consent Agenda

Finances

The Treasurer recommends the approval of the following agenda items:

12.19.09 Approval of Financial Statements

Moved by Mr. Ginise, seconded by Ms. Deeds for approval of the November 2016 Financial Report (On file in the Treasurer’s Office).

On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Mr. Kohn, aye. Motion carried.

12.19.10 Approval of Resolution Authorizing Charge of Expense

Moved by Mr. Ginise, seconded by Mr. Miller for approval of resolution authorizing the charge of expense in the General Fund in the amount of $912.49.

On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Mr. Kohn, aye. Motion carried.

12.19.11 Adjournment

Moved by Ms. Deeds, seconded by Mr. Ginise to adjourn the meeting at 8:27 p.m.

On vote: Dr. Cornman, aye; Ms. Deeds, aye; Mr. Ginise, aye; Mr. Miller, aye; Mr. Kohn, aye. Motion carried.
Granville Board of Education
REGULAR MEETING MINUTES
December 19, 2016

Dr. Jennifer Cornman, President

Mike Sobul, Treasurer
GRANVILLE EXEMPTED VILLAGE SD

Monthly Financial Report

For the F.Y. 2017 Month Ending: December
1/5/2017
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Overview

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4 Overall finances have weakened from October due to higher ESC costs and autism/Peterson scholarships.

5 Revenues are up 2.4 percent from last year.

6 Expenditures are up 4.4 percent from last year.

7 Revenues are slightly above projections through December.

8 Expenditures are also slightly ahead of budget through December.

9 Monthly cash flow remains above district guidelines in all but one month.

10 The district has $9 million in cash across all funds at the end of November.
Updated Forecast Trend For The Month of December, F.Y. 2017

Project Revenue Surplus/(Shortfall) by Year

<table>
<thead>
<tr>
<th></th>
<th>FY 2017</th>
<th>FY 2018</th>
<th>FY 2019</th>
<th>FY 2020</th>
<th>FY 2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue Surplus/(Shortfall)</td>
<td>($1,020,763)</td>
<td>($584,467)</td>
<td>($989,874)</td>
<td>($2,197,535)</td>
<td>($3,086,799)</td>
</tr>
</tbody>
</table>

Forecast Updated Trend

Compared to Updated Trend Forecast as of 1/5/2017

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2018</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Variance between Prior and Current Forecast:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Current Forecast Revenue Trend OVER/UNDER Prior</td>
<td>-0.18%</td>
<td>0.19%</td>
<td>0.39%</td>
</tr>
<tr>
<td>Current Forecast Expenditure Trend OVER/UNDER Prior</td>
<td>0.77%</td>
<td>0.29%</td>
<td>0.24%</td>
</tr>
<tr>
<td>Cumulative Variance $$$ Impact on Ending Cash Balance</td>
<td>($269,518)</td>
<td>($300,295)</td>
<td>($258,950)</td>
</tr>
</tbody>
</table>

What are the current forecast trends?
The forecast is negative relative to the October forecast primarily because of higher special needs costs.
Fiscal Year To Date -- Year-Over-Year Revenue Comparison

Analysis of actual revenue for the fiscal year period July - December.

<table>
<thead>
<tr>
<th>Percent of Annual Total</th>
<th>FYTD Actual Fiscal Year To Date Revenue, July - December</th>
<th>F.Y. 2017 YOY Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>63.2% Real Estate Taxes</td>
<td>7,772,601 8,014,205 8,115,005</td>
<td>$ 100,800 1.3%</td>
</tr>
<tr>
<td>0.0% Public Utility PP Taxes</td>
<td>398,479 415,933 563,671</td>
<td>$ 147,738 35.5%</td>
</tr>
<tr>
<td>0.0% Income Tax</td>
<td>- - -</td>
<td>$ - 0.0%</td>
</tr>
<tr>
<td>23.4% State Aid (Formula + Rest)</td>
<td>3,184,910 3,208,052 3,251,699</td>
<td>$ 43,647 1.4%</td>
</tr>
<tr>
<td>7.3% State Tax Reimb.</td>
<td>999,256 1,001,933 1,004,612</td>
<td>$ 2,679 0.3%</td>
</tr>
<tr>
<td>2.0% Other Revenue</td>
<td>395,112 256,753 292,959</td>
<td>$ 36,206 14.1%</td>
</tr>
<tr>
<td>0.0% Other Sources</td>
<td>160,822 21,445 3,064</td>
<td>($18,381) -57.7%</td>
</tr>
<tr>
<td>100% Total Revenue</td>
<td>12,911,180 12,918,821 13,231,010</td>
<td>$312,889 2.4%</td>
</tr>
</tbody>
</table>

How does fiscal year-to-date revenue compare to prior years?

Revenues are 2.4 percent ahead of last year and very consistent with prior year trends.
Fiscal Year To Date -- Year-Over-Year Expenditure Comparison

Analysis of Actual Expenditures for the fiscal year period July - December.

### FYTD Actual Expended vs. Remaining Estimated as % of Total

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
<th>2016</th>
<th>2015</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>48.8%</td>
<td>51.2%</td>
<td>49.9%</td>
</tr>
<tr>
<td></td>
<td>51.5%</td>
<td>50.1%</td>
<td>48.5%</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Percent of Annual Total</th>
<th>Actual Fiscal Year To Date Expenditures, July - December</th>
<th>F.Y. 2017 YOY Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>51.9% Salaries</td>
<td>6,735,724, 7,089,762, 7,433,000</td>
<td>$343,238, 4.8%</td>
</tr>
<tr>
<td>25.0% Benefits</td>
<td>3,393,004, 3,511,231, 3,515,469</td>
<td>$4,238, 0.1%</td>
</tr>
<tr>
<td>14.6% Purchased Services</td>
<td>1,728,563, 1,999,686, 2,132,000</td>
<td>$132,314, 6.6%</td>
</tr>
<tr>
<td>3.9% Supplies</td>
<td>519,189, 439,256, 436,753</td>
<td>$(2,503), -0.6%</td>
</tr>
<tr>
<td>0.2% Capital</td>
<td>46,840, 33,210, 15,849</td>
<td>$(17,361), -52.3%</td>
</tr>
<tr>
<td>0.8% Debt, Intergov</td>
<td>- , - , -</td>
<td>- , 0.0%</td>
</tr>
<tr>
<td>1.3% Other Objects</td>
<td>158,132, 174,619, 201,332</td>
<td>$26,713, 15.3%</td>
</tr>
<tr>
<td>2.3% Other Uses</td>
<td>271,919, 4,926, 97,626</td>
<td>$92,700, 1881.9%</td>
</tr>
<tr>
<td>100% Total Expenditures</td>
<td>12,853,371, 13,252,690, 13,832,029</td>
<td>$579,339</td>
</tr>
</tbody>
</table>

How do fiscal year-to-date expenditures compare to prior years?

Expenditures are 4.4 percent ahead of last year and a little behind prior year trends. The biggest percentage increases are in purchased services, primarily to meet increased student needs and from a $76,000 transfer from the operating fund to the permanent improvement fund for the tennis court infrastructure project.
How do FYTD revenue cash flow estimates compare to actual?

Through December revenues are slightly ahead of original estimates because of marginally higher than expected current collection rates for real property tax in 2016.
Fiscal Year To Date (July - December) Actual Expenditures Compared to Estimates

How do FYTD expenditure cash flow estimates compare to actual? Through December expenditures are 0.3 percent above estimates.
Monthly cash flow estimates

Cash flow remains above targeted levels in every month other than January 2018.
Cash Reconciliation

<table>
<thead>
<tr>
<th>DATE: 01/04/2017</th>
<th>TIME: 16:05</th>
<th>PAGE: 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRANVILLE EXEMPTED VILLAGE</td>
<td>CASH RECONCILIATION AS OF 12/31/2010</td>
<td>(USA/EDT)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Gross Depository Balances:</th>
<th>SUB-TOTALS</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>ICS VMA</td>
<td>$ 4,309,021.47</td>
<td></td>
</tr>
<tr>
<td>PARK NATIONAL BANK - NEN GENERAL</td>
<td>250,000.00</td>
<td></td>
</tr>
<tr>
<td>ICS DEMAND</td>
<td>650,051.11</td>
<td></td>
</tr>
<tr>
<td>NBC SECURITIES</td>
<td>96,419.67</td>
<td></td>
</tr>
<tr>
<td>STAR OHIO</td>
<td>173,029.18</td>
<td></td>
</tr>
<tr>
<td>PARK NATIONAL BANK-FOOD SERVICES</td>
<td>128,909.71</td>
<td></td>
</tr>
<tr>
<td>PARK NATIONAL BANK-FSA ACCOUNT</td>
<td>16,602.87</td>
<td></td>
</tr>
<tr>
<td>Total Depository Balances (Gross)</td>
<td>$ 5,662,033.01</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Adjustments to Bank Balance:</th>
<th>SUB-TOTALS</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash In Transit to Bank</td>
<td>$ 3,731.37</td>
<td></td>
</tr>
<tr>
<td>Outstanding Checks</td>
<td>91,369.01</td>
<td></td>
</tr>
<tr>
<td>Adjustments Adjustment</td>
<td>84.25</td>
<td></td>
</tr>
<tr>
<td>Total Adjustments to Bank Balance</td>
<td>$87,721.69</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Investments:</th>
<th>SUB-TOTALS</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Treasury Bonds and Notes</td>
<td>$ 0.00</td>
<td></td>
</tr>
<tr>
<td>Certificate of Deposits</td>
<td>3,500,000.00</td>
<td></td>
</tr>
<tr>
<td>Other Securities</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>Other Investments:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>MOORE SCHOLARSHIP</td>
<td>3,014.67</td>
<td></td>
</tr>
<tr>
<td>BOB FOSE</td>
<td>1,061.14</td>
<td></td>
</tr>
<tr>
<td>Eikenberry Memorial Acct.</td>
<td>6,123.62</td>
<td></td>
</tr>
<tr>
<td>CONSOLO SCHOLARSHIP</td>
<td>12,267.26</td>
<td></td>
</tr>
<tr>
<td>MARSHALL ACCOUNT</td>
<td>3,535.56</td>
<td></td>
</tr>
<tr>
<td>Total Investments</td>
<td>$3,528,732.24</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cash on Hand:</th>
<th>SUB-TOTALS</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Petty Cash:</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td>Change Cash:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash with Fiscal Agent</td>
<td>0.00</td>
<td></td>
</tr>
<tr>
<td>Total Cash on Hand</td>
<td></td>
<td>$ 0.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total Balances</th>
<th>SUB-TOTALS</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 9,003,043.56</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total Fund Balance</th>
<th>SUB-TOTALS</th>
<th>TOTALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ 9,003,043.56</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The district has about $9 million in total cash as of the end of November.